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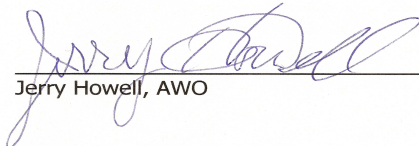
Southern Desert Correctional Center
20825 Cold Creek Road
P.O. Box 208
Indian Springs, NV 89070-0208
702-879-1276
Fax 702-879-1212

Dear Visitor,

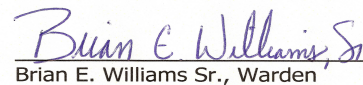
The Southern Desert Correctional Center extends its greetings. The Visiting Staff will assist you with your privilege to visit, to include questions regarding policies and rules of conduct. The Department overall, views your privilege to visit as being an important part of our service, programs which may assist in the goals of Inmate rehabilitation, and family unity. Please keep in mind that Security, Safety and overall good order **will not** be compromised by this visiting privilege.

In order to maintain the current level of the visiting program, we ask for your full consideration by complying with **ALL** of our visiting rules and any request made by the Visiting Officers. Attached is a listing of policies and requirements, developed for your safety and security, while inside the Institution. We ask that you review them as the policies **will be strictly enforced** by the Visiting Staff.

Again, the Southern desert Correctional Center says welcome and we hope that your visiting privilege experiences will be pleasant and assuring, towards the sharing of communication between family members, friends and the reconstruction of civil relations.


Jerry Howell, AWO


Cheryl Burson, AWP


Brian E. Williams Sr., Warden

Special Visits: (Up to but no more than 4 per year)

Special visits will be considered on a case by case basis by the Warden or Associate Warden of Operations.

Special visit guidelines are as follows:

- 1) Must be approved visitors or have applied to visit and application is in "pending status"
- 2) Visitors must be immediate family members (i.e. Mother, Father, siblings, Step-parents and the Inmates child / children (Fiancées, Aunt, Uncle Cousins and Grandparents **ARE NOT** considered immediate family)
- 3) The Inmate must initiate the process, by submitting the following in writing to the Associate Warden of Operations:
 - a. Who the visitor is
 - b. The relationship of the visitor to the Inmate
 - c. Distance the visitor will travel **(must be more than 3 hours)**

Identification:

All visitors 16 years of age and older must present a valid "State Issued" photo identification before being allowed to proceed. Valid forms of identification are as follows:

- 1) Drivers License, Drivers permits and State I.D.
- 2) Military I.D.
- 3) Passports (Non-U.S. Residents)
- 4) School I.D. is allowed for visitors 17 years of age and younger (must be presented with the original birth certificate bearing a City, County or State seal)
{Health cards, TAM cards and work I.D. **WILL NOT BE ACCEPTED** as valid forms of I.D.}
- 5) Valid Mexican Consular Cards

Searches:

All visitors over the age of 18 will be required to sign a "Consent to Search" form. Refusing to sign this form will automatically **DENY** your entrance to visit. A clothed pat search will be conducted upon completion of the visiting sign-in process. Jackets, shoes, etc. may be requested to be removed for search. All vehicles are subject to search at any time. This may include the use of certified Narcotic/Drug Detecting K-9's.

Allowed Visitors:

A maximum of four (4) approved visitors per inmate is the allowed number per visiting session. This includes children. However, through prior written approval of the Warden, the additional number of visitors can be approved. This must be requested and approved at least five (5) days prior to the actual visit.

Conduct of Visitors:

The visiting room has been set up for a maximum volume of inmates allowed, (43), for safety and security reasons. Due to this volume, we request that all visitors maintain their seating area in a clean and conservative manner. Those with children must keep them and their activities so as not to disturb other visitors. Violations of this policy will be brought to the visitor/inmates attention. Continued violations or disruptions will authorize the Visiting Officers to terminate the visit.

Conduct of Visitor/Inmate:

Conduct of visitor/inmate for the most part; consider yourself in a “public setting”. All visitors/inmates must conduct themselves in an acceptable manner. The following actions could result in suspension or complete termination of visits and possible future visitations.

- 1) Serious or frequent rule violations
- 2) Failure to govern children if they become a continued disturbance
- 3) Inmates will not use microwaves and vending machines
- 4) Inmate will remain seated while inside the main visiting room
- 5) Inappropriate physical / sexual in nature activity
 - a. Prolonged kissing
 - b. Hands placed anywhere on the body or face (holding hands is acceptable)
 - c. Adults sitting in laps (small child / children is acceptable)
 - d. Laying or leaning on or across tables or on each other.

Any close body contact as determined unacceptable by the Visiting Staff. Abusive language or behavior towards staff, another visitor or inmate will result in immediate termination of visit and possible further disciplinary action towards inmate.

PROCEDURE:

Visiting is by **APPOINTMENT ONLY**. **E-mail is the primary source for scheduling 75% of visiting appointment slots. The telephone appointment line will be used as a secondary method. And is available Friday-Monday from 9:30 a.m. -12:00 p.m. on a limited basis.** You can e-mail sdccvisitation@doc.nv.gov your request to visit. **This request must be received one (1) week in advance of the date you wish to visit.** With-in approximately 72 hours you will receive a response confirming one (1) of your choices to visit. This response will be based on the time and date you sent your request. We ask when e-mailing, you provide the following information:

- 1) Inmate **LAST NAME** and **I.D. NUMBER**
- 2) 1st, 2nd, 3rd, 4th, 5th, 6th choice of date and time you wish to exercise your privilege.
- 3) Your Name
- 4) Request for handicap seating (if required).

PLEASE SEND ONLY ONE (1) E-MAIL FOR THE WEEK YOU WISH TO VISIT. RECEIPT OF MULTIPLE E-MAILS FOR THE SAME WEEK WILL SLOW THE PROCESS.

Telephone appointments are available by calling 1-702-879-1276 (1) week in advance of the time you wish to visit. Please ensure that if you call to make an appointment you remember the confirmation code number you're given by the visiting staff. This code will verify your appointment has been recorded. The confirmation number will also be used to call visitors into the gatehouse for processing. There **will not** be a sign in log at the gatehouse. Upon arriving at the institution please wait patiently outside the entrance doors until you are called (*in accordance with State Fire Code doors can not be blocked*). Visitors will be allowed access to the visiting reception area during institutional counts. At no time during institutional count will the visitor be allowed to leave the reception area. No one will be allowed to enter or exit during Institutional Emergencies. Seating priorities need to be as follows:

- 1) Elderly/Handicap visitors and those requiring assistance
- 2) Families with small children (under the age of 5)
- 3) All others (as it relates to the numbering system)

Visiting hours: 6:30 AM – 10:30 AM
12:00 PM- 4:00 PM

Check-In Hours: 6:30 AM – 8:30 AM and 12:00 PM – 2:00 PM

ITEMS ALLOWED IN THE INSTITUTION:

- 1) Valid Identification
- 2) A maximum of \$35.00 in coins (quarters, dimes and nickels) **IN A CLEAR BAG**
- 3) Wheel Chairs, Canes and walkers
- 4) Oxygen

MEDICATION: (*Enough to last 4 hours*)

Allowable medications are as defined as **"LIFE SUSTAINING"** examples of these medications are, but not limited to the following:

- 1) Nitro Pills
- 2) Blood Pressure medication
- 3) Asthmatic Inhalers
- 4) Seizure Medication or devices

Examples of medications **NOT ALLOWED**, but not limited to: Aspirin, Pain Medication of all types, allergy / cough and cold medication and Antibiotics.

Visitor Dress/Attire:

The following is a list of items and/or clothing that **cannot** be worn or brought into the facility:

- **No blue jeans or blue denim** type jackets, skirts, shirts, etc.
- **No blue clothing of any kind applies to everyone over the age of 12 (as determined by the visiting staff)**
For Safety and Security reasons No Aqua marine, teal, light blue, navy blue ect....Nothing that uses the color blue.
- No short pants worn by either male or female over the age of ten (10) years.
- No midribs – shirt/blouse must cover waistline. (at all times while standing, sitting, or bending)
- No tight fitting clothing (*leggings, spandex...ect*)
- No low-cut blouses/dresses (as determined by the visiting staff).
- No floor length or wrap-around skirts.
- No boots or shoes that extend past the ankle
- No spiked heel shoes (*heel over 1 inch in length*)
- No mini-skirts; dresses must extend 2" below the knee.
- No sleeveless shirts/dresses; or tank tops (sleeves must extend 2 inches down the arm from the shoulder.
- No hats, sunglasses, headbands or scarfs.
- No gloves.
- No jackets, sweaters or shirts that have hoods.
- No sweat type suits, pants, shirts / jogging suits or warm-ups of any color.
- No clothing depicting any athletic team logo.
- Velour (velvet material) pant and Capri suits 2" below the knee are expectable.
- No baggy or extremely loose fitting pants. (*as determined by visiting staff*)
- No see-through clothing.

Under garments must be worn (should not be visible at any time while standing, sitting or bending) Please be advised the dress code is STRICTLY ENFORCED. We ask that you please check your clothing pockets, before every visit, to ensure that you are in full compliance; failure to comply with the dress code may cause you to lose your privilege to visit for the day. Due to security and volume of people going through the gate house, changing improper clothing will not be permitted once you've made it to the visiting waiting area. It's at the visiting staff discretion on various clothing as mentioned above

Items NOT ALLOWED into the Institution or the Visiting Area:

- No Illegal Narcotics of any kind
- No Tobacco items of any kind
- No wallets/purses
- No paper money
- No cell phones
- No food, drinks, or tobacco products.
- No gum.
- No cosmetics.
- No toys, games, strollers or car seats. ***
- No Legal papers / letters / pictures (prior approval required through Associate warden of operations)

*** These items are available in the visiting room area.

NOTE: Additional *authorized* baby items.

- a. **NO** dry formula. Formula **MUST** be premixed
- b. Diapers (enough to last 4 hours)
- c. Baby wipes

Clearly marked baby food, in a factory sealed container.